SIS 2000+ Training Manual

Immunizations

Purpose

The immunization interface is used for Health Professionals to assign a rule to a student and maintain and report their immunization history.

Training Objectives

Select a rule for a student (bulk assign). Edit an immunization, recording completed doses. Add an individual immunization to a student. Delete an immunization.

Accessing Immunizations

To activate the Health menu click on the **Health** button (or Alt+H on the keyboard) from the SchoolNet main menu. To activate the Immunization program, click on the **Immunizations** (or Alt+z) button.

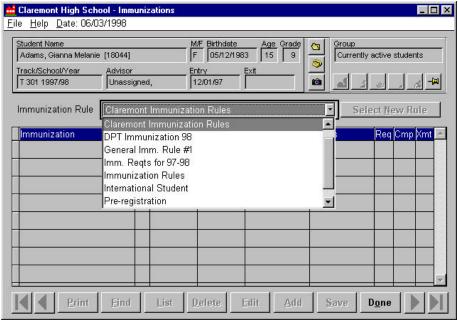
Immunizations 1

Tasks

Assign a Rule to a Student

Use the **Find**. **List** or **VCR** buttons to find a student.

Click on the **Select New Rule** button, then use the drop-down list to find the Immunization Rule.



Immunizations Screen.

Once the rule is selected, each of the immunization requirements within the rule, will appear on the grid. This is referred to as "bulk assigning."

If a new rule is chosen for a student, the completed immunizations will remain on the student's record whether applicable to the new rule or not.

Edit Immunization Records

For each immunization in a student's bulk assigned list, a due date is automatically calculated against the student's birth date and is displayed in the DateDue field. Also, a dose number is automatically generated in the "#" field (the due dates and the dose number can be overridden in the edit mode). The rest of the data can be updated in the edit mode of this screen.

Click Edit, to complete the immunization record. Make the necessary changes, and **Save** the record.

DateDue -

The immunization due dateDateAdm -

Date the immunization was administered

Verify -

Method of verification

Status -

Can be used as needed, such as number in a sequence, or an exemption reason

Rea -

Check if state mandated

Cmp -

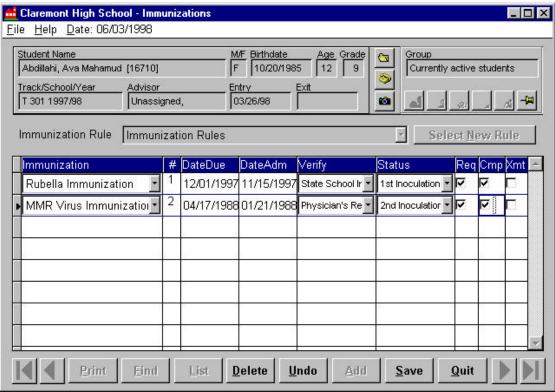
Check if dose is completed

Xmt -

Check if student is exempt from the immunization

Add an Immunization Record

Click **Add**, to add a new immunization to the student's existing immunization rule. Use the Immunization drop-down list to select the immunization. Complete the remaining information. **Save** the record.



Immunizations Screen

Delete an Immunization Record

Click **Edit**, to make changes. Select the record that you wish to delete. Click the **Delete** button. A question screen will appear. Click **"Yes"** to delete, **"No"** to cancel.

Notes:

The Immunizations and Immunization Entry applications are very similar. The screens are almost identical, and they are used in the same manner. The only difference is that the Immunization Entry application does not have the three columns that appear on the right side of the screen, as can be viewed in the Immunizations application. These columns include the Req (required), Cmp (complete), and Xmt (exempt) check boxes.

The **Immunizations** application is intended for the school nurse or school administrator, as they are given access to use the check box columns. The **Immunization Entry** application is generally used by clerical staff members, who usually do not have the ability to exempt (Xmt) a student from the immunization requirement.